

ADMINISTRATION COMMITTEE

AGENDA

PAGE # ACTIONS

1.0 **CALL TO ORDER**

2.0 **PUBLIC COMMENT PERIOD** -- Members of the public desiring to speak on an agenda item or agenda items not on the agenda, but within the purview of this committee, must notify the Secretary and fill out a speaker's card prior to speaking. Comments will be limited to three minutes. The Chair may limit the total time for comments to twenty (20) minutes.

3.0 **CONSENT CALENDAR**

3.1 **Approval Items**

- 3.1.1 Minutes of the June 6, 2002 125
 Meeting Admin. Attachment

Recommended Action: Approve

- 3.1.2 Contracts **RC Attachment** 14

New Contracts

- Center for the Continuing Study of Southern California Economy

- 3.1.3 DBE Goal & Methodology **RC Attachment** 18

Recommended Action: Approve

3.2 **Receive & File**

- 3.2.1 SCAG Legislative Matrix 2001-2002 26
 Session **RC Attachment**

- 3.2.2 Contracts/Purchase Orders \$5,000-\$25,000 32
 (Info Only) **RC Attachment**

- Ametron Audio/Video
- Caliper Corporation
- Dell Marketing
- Jeskell, Inc.
- Sheraton Universal

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Consent Calendar Cont'd

3.2.3	<u>Conflict of Interest Listing</u> (Info Only) RC Attachment	33
3.2.4	<u>Travel Demand Model Work for RCTC</u> RC Attachment	36
3.3	<u>Executive Committee Report – RC Attachment</u>	38

The Executive Committee reviewed and approved
The following items:

Consent Calendar

• Sponsorship of 2002 Governor's Environment & Economic Awards Program	39
• Sponsorship of UCLA Arrowhead Conference in the amount of \$5,000	44
• Subregional Consultant Contract (Public Financial Management)	46
• 2001-2002 Legislative Summaries	48
• Sponsorship of California Legacy Project Workshops (Approve name-only sponsorship – no cost to SCAG)	53

Action Items

• Subcommittees & Task Force Appointments	
• Audit Appeal Response; Amendments 3 & 4	
• Status of 2002-2003 Overall Work Program	
• Kern County Memorandum of Understanding	56
• Amend SCAG Building lease	59

Recommended Action: Approve

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4.0 ACTION ITEMS

4.1 Administration Committee Report

Supervisor Jon
Mikels, Chair

4.1.1 Committee Meeting Scheduling & Conflicts

The League of California Cities is scheduled
to meet on the same day as the RC in October.

Recommended Action: Discuss the October
meeting conflict and provide staff direction.

5.0 INFORMATION ITEMS

5.1 Monthly Financial Report – May & June RC Attachment

Bert Becker
Chief Financial
Officer (CFO)

100

The CFO provides a report that reflects
financial status and cash flow, General
Fund Expenditure status and, on a quarterly
basis a report on membership dues.

5.2 Update on Caltrans Audit

Bert Becker, CFO

5.3 Update on Audit Resolution Plan

Bert Becker, CFO

5.4 2002-2003 Budget & Contract Report

Bert Becker, CFO

6.0 COMMENT PERIOD

**Any Administration Committee member or staff desiring to
comment on items not covered on the Agenda and may do so
at this time comments should be limited to three minutes.**

7.0 ADJOURNMENT

The next Administration Committee meeting is scheduled for
September 5, 2002, 9:00 a.m. – 10:30 a.m.